



Fact sheet Passport Application Minors Passport, Children's Passport, Identity card, Temporary passport

Both legal guardians of the child and the child itself must personally come to the consulate for the application. If one parent or guardian cannot be present, the presentation of his or her valid passport (or a certified copy), as well as a certified declaration of consent (see forms) are required. If the use of name according to German law is not yet determined, it is essential that both parents are personally present.

If you are applying for a German passport, children's passport or identity card for the first time, please carefully read our leaflet regarding naming law beforehand.

What to bring to your child's appointment:

Application form (completed, signed and printed)

- **A recent passport photo adhering to German biometric standards (uncut)**
- Photo booth available at the consulate, a fee of 8 euro in coins is charged – **not suitable for children below 1,20 m height**

Documents to be provided in original form or as legalised copy: (All original documents will be returned to you after processing)

- **The child's current passport/ temporary passport/ identity card**
If the passport was lost or stolen, please provide a police report
If the child holds more than one nationality, please provide all passports if available
- **Guardian's passports or identity cards**
- **Confirmation of deregistration at the most recent German address**
Only necessary if the child's last place of residence was in Germany or a German place of residence is still recorded in the current passport
- **Confirmation of registration in the Netherlands (not older than 6 months) (uittreksel Basisregistratie Persoon BRP)**
Only necessary at first application in the Netherlands or after change of address in the Netherlands

The child's birth certificate in German or international form

If only the mother's name is recorded on the birth certificate, the date of issuing of the document cannot be more than 2 weeks prior to the date of application.

- For children of married parents:
Parents' marriage certificate
- For children of divorced parents when one parent has sole guardianship:
Current proof of sole guardianship
Custody order, divorce order or death certificate of the deceased guardian
- **Proof of use of name** (also for older siblings)- See leaflet regarding child's name

In addition, if applicable :

- Certificate of naturalisation („Einbürgerungsurkunde“)
- Certificate of nationality, if another nationality has been acquired (e.g. Dutch nationality)
- Proof of retention of German citizenship (after acquiring another nationality in addition to the German one)
- Applicable when of Turkish decent: recent full extract from the Turkish personal register: tam vukuatlı Nüfus Kayıt Örneği – düşünceler bölümü ile, vatandaşlık ile bütün bilgiler

Depending on your particular circumstances, you may be asked to provide further documents in addition to the above

General information:

- **Please book your appointment online at www.amsterdam.diplo.de**
- **Applying for a passport or ID card at the consulate is only possible with an appointment. Please book a separate appointment for each applicant and each document.**
- Extending a **valid children's passport** is only possible once, after 6 years, and up to the age of 12.
- **Extending** a Passport or identity card is **not possible**.
- From the age of 16 an identity card can be applied for without the consent or presence of guardians.
- Applications received via email or post cannot be processed.
- **Are you applying the first time for a passport for your child, or do you want to change your child's surname? Then please carefully read our leaflet regarding naming law beforehand and contact us to clarify if a name declaration is necessary.**
- Documents can be presented in German or international form, and as legalized copy or apostille.

For passport applications, it is sufficient to present necessary documents in English, French or Dutch or as certified translations into one of those languages or German.

Please be aware that only complete applications will be accepted.

Fees & important information :

Fees have to be paid upon application. Please see the leaflet regarding fees for details.

Payment is only possible either in **cash** or with **credit card** (Master Card or Visa).

Payment with EC card is not possible.

Children's passports, Identity cards and temporary Passports are not being accepted for entry by all countries. For entry requirements of specific countries please check the homepage of the German Foreign Ministry on www.diplo.de (information subject to change).

If you have further questions please contact us in advance of your appointment on:

info@amsterdam.diplo.de

Generalkonsulat der Bundesrepublik Deutschland - Honthorststraat 36-38 - 1071 DG Amsterdam

How to reach us:

from Amsterdam Centraal Station: tram 2 and 5 stop Rijksmuseum

from Amsterdam ZUID: tram 5 stop Rijksmuseum

Parking is available below the Albert Heijn beside the Stedelijk museum

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